

# NATIONAL PROVIDER IDENTIFICATION

**NOTE: The Division of Developmental Disabilities, after discussion with Arizona Health Care Cost Containment System (AHCCCS) representatives, is advising that an National Provider Identification (NPI) number is ONLY necessary for Therapy (OT, PT, ST) providers and Home Health Agencies providing nursing services. For all other DDD services an NPI number is not necessary. However, if a provider has obtained an NPI number and reported it to AHCCCS, then the NPI number must be included on any DD claim or the claim will be rejected. An NPI can only be obtained from Centers for Medicare and Medicaid Services (CMS).**

*This email notice was sent to Therapy and Nursing vendors by the Division on 3/29/2007:*

**ATTENTION Therapy and Nursing Providers:**

## **NPI – Will You Be Ready?**

- GET IT.** The compliance date, May 23, 2007, is only **2 months** away. Covered health care providers have had 22 months to apply for their NPI – further procrastination could disrupt your cash flow. Act **now** if you still don't have your NPI! **It's easy and it's free!**
- SHARE IT.** Have your NPI and don't know what to do with it? Share it. Share it with the Division and the colleagues who rely on having your NPI to submit their claims (e.g., those who bill for ordered or referred services). You should also share it with your business associates, such as a billing service, vendor, or clearinghouse. Pay attention to information from the Division as to when we will begin accepting the NPI in claims.
- USE IT.** Once the Division has informed you that we are ready to accept NPIs, follow the instructions provided by the Division.

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## **More Information...**

### **Revisions to the NPPES Website**

We are revising some of the language on the NPPES NPI Application Help page that relates to the selection of the Entity Type. Among other changes, our revision will remove a reference to "atypical services." This reference is being removed because entities who furnish only "atypical services" are not eligible to apply for NPIs.

### **NPI Disclosures by Industry Entities to Industry Entities**

A new guidance document is available at <http://www.cms.hhs.gov/NationalProvIdentStand/Downloads/NPIdisclosures.pdf> on the CMS NPI web page. This guidance relates to the disclosure of health care providers' NPIs by health industry entities for the purpose of using NPIs in HIPAA standard transactions.

### **New Frequently Asked Questions (FAQs) Posted**

CMS has posted new NPI FAQs on its website.

Questions include:

- I have been told to protect my National provider Identifier (NPI) and I have been told to share my NPI - How am I to protect my NPI if I must share it with others?
- With whom should I share my NPI?
- Am I required to share my NPI with health plans, other providers and any other entity that requests it?
- Does the National Plan and Provider Enumeration System (NPPES) handle applications for health plan identifiers, as it does for health care provider identifiers?
- May a health plan require that an individual health care provider obtain two NPIs if that provider has two separate business roles – for example, as a physician seeing patients at a group practice, and as a durable medical equipment (DME) supplier?

To view these FAQs, please go to the CMS dedicated NPI web page at <http://www.cms.hhs.gov/NationalProviderStand/> and click on Educational Resources. Scroll down to the section that says "Related Links Inside CMS" and click on Frequently Asked Questions. To find the latest FAQs, click on the arrows next to "Date Updated".

## ***Important Information for Medicare Providers***

### **Reminder to Use the NPI and Legacy Identifiers on Medicare Claims**

Medicare is accepting the NPI on claims; however, providers should also submit their Medicare legacy identifiers on their claims until further instructions are released.

### **Important Notice: Medicare Extends Date for Accepting Form CMS-1500 (12-90)**

While Medicare began to accept the revised Form CMS-1500 (08-05) on January 1, 2007 and was positioned to completely cutover to the new form on April 1, 2007, it has recently come to our attention that there are incorrectly formatted versions of the revised form being sold by print vendors, specifically the Government Printing Office (GPO). After reviewing the situation, the GPO has determined that the source files they received from the NUCC's authorized forms designer were improperly formatted. The error resulted in the sale of both printed forms and negatives which do not comply with the form specifications. However, not all of the new forms are in error.

Given the circumstances, **CMS has decided to extend the acceptance period of the Form CMS-1500 (12-90) version beyond the original April 1, 2007 deadline while this situation is resolved. Medicare contractors will be directed to continue to accept the Form CMS-1500 (12-90) until notified by CMS to cease. At present, we are targeting June 1, 2007 as that date.** In addition, during the interim contractors will be directed to return, not manually key, any Form CMS-1500 (08-05) forms received which are not printed to specification. By returning the incorrectly formatted claim forms back to providers, we are able to make them aware of the situation so they can begin communications with their form suppliers.

The following will help to properly identify whether their version of the form needs to be updated. The old version of the form contains "Approved OMB-0938-0008 FORM CMS-1500 (12-90)" on the bottom of the form (typically on the lower right corner) signifying the version is the December 1990 version. The revised version contains "Approved OMB-0938-0999 FORM CMS-1500 (08-05)" on the bottom of the form signifying the version is the August 2005 version. Checking the information at the upper right hand corner of the form is the best way to identify if that particular version is correct. On properly formatted claim forms, there will be approximately a ¼" gap between the tip of the red arrow above the vertically stacked word "CARRIER" and the top edge of the paper. If the tip of the red arrow is touching or close to touching the top edge of the paper, then the form is not printed to specifications.

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### **Upcoming WEDI Events**

WEDI will host the 16<sup>th</sup> Annual WEDI National Conference May 14 – 17 in Baltimore, Maryland. Visit the WEDI website for more details on this event, as well as others, at <http://www.wedi.org/npioi/index.shtml> on the web. Please note that there is a charge to participate in WEDI events.

## ***Still Confused?***

Not sure what an NPI is and how you can get it, share it and use it? As always, more information and education on the NPI can be found at the CMS NPI page [www.cms.hhs.gov/NationalProviderStand/](http://www.cms.hhs.gov/NationalProviderStand/) on the CMS website. Providers can apply for an NPI online at <https://nppes.cms.hhs.gov> or can call the NPI enumerator to request a paper application at 1-800-465-3203.

***Getting an NPI is free - not having one can be costly.***